

NJ Wing Safety Policy Letter

March 3, 2005

NJ WING CIVIL AIR PATROL SAFETY SUSPENSE PROCEDURES

This policy letter describes specific safety related suspense procedures to be followed by members of the New Jersey Wing Civil Air Patrol. The purpose of this policy is to make clear to NJ Wing members our commitment to Safety and to the required elements and obligations in our NJ Wing Safety program.

If any unit of NJ Wing is delinquent with regard to any required safety report or request that unit may be subject to the follow actions until such a time as the report is made in full or otherwise cured. The NJ Wing Director of safety can and will take the follow actions to ensure proper and timely reporting.

These actions may include at the discretion of the NJ Wing Director of Safety:

Administrative Safety Freeze-any unit put on administrative freeze will have all personnel actions, logistical support and trip requests suspended until any deficiency is cured. Furthermore the only activity the unit may conduct is completion of the outstanding safety report, response or requirement

Aircraft and/or CAP Van Reassignment- The NJ Wing Director of Safety may direct the NJ Wing Director of Operations to reassign any NJ CAP aircraft/vehicle away from any unit that is delinquent or deficient in safety reporting or execution of the CAP Safety program.

Monthly Safety Meeting Reports over 30 days due

Annual Safety Survey Due May 15th over 30 days due

Any Safety related request in writing	7 days or as specified
---------------------------------------	------------------------

Failure to Report an accident or Incident	As specified.
--	---------------

IAW CAP Regs or NJ or NER Supplements. Removal of action is only considered after NJ Wing Commander review. These actions will be in addition to other actions as stipulated by current regulation.

//s//

//s//

Kevin Webster, Maj, CAP
Safety Officer

Robert Diduch, Col, CAP
Commander